

SCHOOL RENOVATION, IDEA, AND TECHNOLOGY GRANTS PROGRAM

GRANT APPLICATION FOR SCHOOL RENOVATION PROJECTS

2001-2002



Three copies of the proposal with original signatures must be postmarked or received at the Iowa Department of Education by 4:30 p.m. on March 15, 2002

**Electronically submitted or faxed applications will not be accepted.
Recipients of award approval or conditional approval will be notified by May 15, 2002.**

**Iowa Department of Education
Grimes State Office Building, Second floor
400 East 14th Street
Des Moines, IA 50319-0146**

**Contact Person: C. Milton Wilson
(515) 281-4743
milt.wilson@ed.state.ia.us**

School Renovation, IDEA, and Technology Grants Program

School Renovation Grant Application Packet

Introduction	The Iowa Department of Education (Department) has been appropriated \$6,472,847 for the School Renovation, Individuals with Disabilities Education Act (IDEA), and Technology Grants Program. Iowa public school districts (districts) will be awarded \$4,806,090 of this for school repair and renovation grants. The School Infrastructure Task Force will make recommendations on awards to the Department. The Department will administer the program, make the final selection of awards, and disburse the grant funds.
Eligible Applicants	Iowa public school districts are eligible applicants. Non-profit private schools with a student poverty rate of 40 percent or greater will be able to participate in the program on an equitable basis. These private schools will be able to use the program to modify school facilities to meet standards under the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973 and to abate or remove asbestos. Private schools must apply through their local public school district.
Private School Applicants	The district has the obligation of consultation and equitable participation of private schools. The district is obligated to consult in a timely and meaningful way with private school officials on the needs of their students. Private schools must apply through the district in which they are located. No direct grant can be given by the state to a private school.
Eligible Projects	The School Renovation, IDEA, and Technology Grants Program states that the funds may be used for emergency school repair or renovation projects that are defined to be those necessary to ensure the health and safety of students and staff. Examples of the types of projects that may be funded with this grant include, but are not limited to: (a) repairing, replacing, or installing roofs; electrical wiring; plumbing systems and/or sewage systems; or heating, ventilation, or air-conditioning systems; (b) bringing schools into compliance with fire and safety codes; (c) making school facilities accessible in order to comply with the Americans with Disabilities Act of 1990 or Section 504 of the Rehabilitation Act of 1973; (d) asbestos abatement or removal from public school facilities; (e) eliminating lead-based paint; (f) replacing drinking water fixtures / plumbing which utilize lead solder; (g) repairing structural defects that threaten the health and safety of students and staff; and (h) replacing doors, windows, and/or associated hardware which may pose a safety hazard.

The board must have taken formal action by board resolution on or after July 1, 2001, to use accumulated funds, to submit a referendum to the voters, or to pursue other funding sources for the projects. All eligible projects must comply with the provisions of the Americans with Disabilities Act, the Rehabilitation Act of 1973, Section 504, and Iowa Code Chapter 104A. All projects must be completed not later than three fiscal years after the grant is approved.

Criteria for Eligibility

To be eligible, a district must provide a local match from one of the following sources: the issuance of bonds, the local option sales and services tax for school infrastructure, a physical plant and equipment levy, or other moneys locally obtained by the district for school infrastructure, excluding other state or federal moneys. Local match is the lesser of 50 percent of the district's total investment in the project or the quotient of a district's capacity per pupil divided by the capacity per pupil of the district at the 40th percentile, multiplied by 50 percent, multiplied by the district's total investment. The percentage of local match shall not be less than 20 percent. The Department may grant funding to eligible districts on a conditional approval basis for up to nine months if the local match has not been obtained at the time of the application. Grant money will not be disbursed until the local match is obtained, expenditures have been made and the Department has been notified by the district. If the district fails to obtain the local match, the Department will reallocate those funds.

Maximum Award

Lesser of \$200,000 or the total project cost minus the required local match.

School Renovation Grants will be awarded to districts in the following manner:

	Total Funds
High Poverty Districts	\$ 488,779
Rural Districts	4,008,760
All Districts	<u>308,551</u>
Total	<u>\$4,806,090</u>

Grant Selection Process

The Department has formed a task force that will review the applications for financial assistance and provide recommendations to the Department. Members of the task force and designees shall review each application. Applicants will be ranked on a point system within each category, and awards will be recommended in rank order beginning with the highest points. The maximum points for an application for Renovation Grants is 455. The Department will have final determination of awards.

Priority

Greater priority will be given to a district:

- That has a lower capacity per pupil,
- That has a percentage of poor children ages 5 to 17, or that is considered rural,
- That has no or minimal local option sales and services tax for school infrastructure revenues per pupil.

Selection criteria to be considered include:

- The need of the district for school repair and renovation,
- The district's previous efforts,
- The district's need for funds for students with IDEA needs above normal costs,
- The district's need for funds for technology activities that are related to school repair and renovation.

Reporting

Applicants receiving an award will be required to submit interim reports to the Department as requested, describing the activities and providing information on the status of the project and expenditure of funds.

Assurances

A district receiving funds must comply with all state and federal requirements. These assurances will include the following, at a minimum:

- The district will maintain, in good condition, any facility whose repair or renovation or technology grant is assisted under this program.
- The district will be required to describe and assure that the district will use program funds only to supplement the amount of funds that would, in absence of such Federal funds, be made available from non-Federal sources for school repair and renovation.
- The district will ensure that bidding requirements will be met according to Iowa Code.
- The district will ensure that if it carries out repair or renovation through a contract, any such contract process guarantees the maximum number of qualified bidders, including small, minority, and women-owned businesses, through full and open competition.
- The district will also comply with the assurances listed in Section B.
- The district will retain supporting documentation for all project expenditures that will be available for auditing and reporting.

**Application
Submission and
Notification of
Award**

Three copies of the grant application, each with original signatures, must be postmarked or received at the Iowa Department of Education not later than 4:30 p.m., March 15, 2002. Applications received after this time will not be accepted. The application shall be prepared on the forms provided, and only one application per district may be submitted. Electronically submitted or faxed applications will not be accepted. Successful applicants will be notified by May 15, 2002, of approval or conditional approval.

Mail or deliver to:

C. Milton Wilson, Consultant; Iowa Department of Education;
Grimes State Office Building, Second floor; 400 East 14th Street;
Des Moines, IA 50319-0146

**Contents of the
Application**

All requirements must be met in order to be considered for a grant. Incomplete applications will be ineligible for consideration. Completed applications are limited to the space as indicated below. Margins must be a minimum of 1 inch. Font size must be not less than 11 point for the narrative; however, charts and graphs must be not less than 10 point, excluding attachments. Applications must be submitted on the forms provided, collated in the order listed below, and limited to the number of pages indicated, excluding required attachments:

	Pages	Points
A. Cover Page	1	
B. Assurances	2	
C. Executive Summary	1	
D. Percentage of Poverty		75
E. Capacity (same as Vision Iowa program)		75
F. Minimal Local Option Sales and Services Tax Revenues		75
G. Need Related to Fire or Health Safety Issues	1	75
H. Need for Repair as Determined by the Infrastructure Need Survey	2	50
I. District's Previous Efforts	3	50
J. Comprehensive, District-Wide Infrastructure Plan	2	40
K. Likelihood that the District Will Maintain Facility	1	15
L. Local Match	1	
M. Budget and Timeline for the Project	2	
Total Points Possible		<u>455</u>
Appendix A: Board Minutes		
Appendix B: Fire Marshall Citations		
Appendix C: Bond Issue Ballots		
Appendix D: Voter-Approved Physical Plant & Equipment Levy Ballots		
Appendix E: Comprehensive District-Wide Infrastructure Plan		

It is the policy of the Iowa Department of Education not to discriminate on the basis of race, color, national origin, gender, disability, religion, creed, age or marital status in its programs or employment practices. If you have questions or grievances related to this policy, please contact Chief, Bureau of Administration and School Improvement Services, Grimes State Office Building, Des Moines, Iowa 50319-0146, 515-281-5811.

COVER PAGE (A)	1 Page
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COVER PAGE (A)	1 Page
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District Status High Poverty _____ Rural _____ Other _____
(Check only one, obtain information from web page at www.state.ia.us/educate)

District Name _____ District Number _____

Building Name(s) _____ Building Number(s) _____

Grant Amount Requested \$

Project Cost (Total) \$_____

Projected Initiation Date

Grant Contact Person _____
(Official grant contact person who receives all grant inquiries and information)

Administrative Office Address

City _____ IA _____ Zip _____
 State _____

Phone Number () _____ Fax Number () _____

E-Mail Address _____ AEA # _____

Certification and Assurance

I CERTIFY that, to the best of my knowledge, the information contained in the district's application is true, accurate, and complete.

Signature of Superintendent _____

Typed Name of Superintendent _____ Date _____

Attach copies of the board minutes showing initiation of this project and authorization of this grant application in Appendix A.

Application Deadline: postmarked or delivered by 4:30 p.m., March 15, 2002

**This cover sheet MUST be complete and used as the cover sheet for the grant.
Three copies of the application must be included.
The signatures on each copy of the application must be original.
Signature stamps are not acceptable.**

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ASSURANCES AND CERTIFICATION
SCHOOL RENOVATION, IDEA, AND TECHNOLOGY GRANTS PROGRAM (B)

(Page 1 of 2)

NOTE: This form must be signed and included in the grant application. Signing and including this form is official notification that the district whose name appears at the bottom and its representative will abide by all assurances contained herein.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management, and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting principles or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.
4. Will comply with the requirements of the State with regard to the drafting, review, and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes, or presents the appearance of, personal or organizational conflict of interest or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color, or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§16811683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of disabilities; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) that may apply to the application.
11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) that provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327333) regarding labor standards for federally assisted construction subagreements.

ASSURANCES AND CERTIFICATION
SCHOOL RENOVATION, IDEA, AND TECHNOLOGY GRANTS PROGRAM (B)

(Page 2 of 2)

14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) that requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards that may be prescribed pursuant to the following:
(a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (a) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the provisions of the American with Disabilities Act (ADA) of 1990 as it applies to new construction, renovation, and remodeling projects.
21. Will comply with requirements for procurement as contained in the Office of Management and Budget A-102 Common Rule and will obtain certification from contractors that the contractor and/or its principal officials are not suspended or debarred as required by EO 12549 and EO 12689.
22. Will comply with:
 - a. Iowa Code Chapter 73 that requires preference to certain types of bidders, laborers, and products.
 - b. Iowa Code Section 73A.18 that requires that when the total cost of construction, erection, demolition, alteration, or repair of a public improvement exceeds twenty-five thousand dollars, the municipality shall advertise for bids by two publications in a newspaper published in the county in which the work is to be done. The first advertisement for bids shall be not less than fifteen days prior to the date set for receiving bids. [If an emergency defined under Iowa Code Chapter 297.8 causes unforeseen needs of the district, it may avoid bid requirements. Routine maintenance or repair projects normally accomplished by district staff in their normal jobs are not required to be bid.]
 - c. Iowa Code Section 73A.18 that requires that the contract must be let to the lowest responsible bidder submitting a sealed proposal. However, if in the judgment of the municipality bids received are not acceptable, all bids may be rejected and new bids requested.
 - d. Iowa Code Chapter 104A that requires new construction is accessible to, and functional for, persons with disabilities.

Name of School District

Address of School District

Typed Name of Authorized Certifying Official

Title

Signature of Authorized Certifying Official

Date

EXECUTIVE SUMMARY (C)

1 Page

Provide a brief overall summary of this project.

PERCENTAGE OF POVERTY (D)**75 points**

Is the district listed in the high poverty category? ☐yes ☐no Percent of Poverty_____

Obtain this information from the Department of Education's Web site at:
<http://www.state.ia.us/educate/>

CAPACITY (E)**75 points**

The district capacity per pupil is \$_____

Obtain this information from the Department of Education's Web site at:
<http://www.state.ia.us/educate/>

Capacity is calculated as the sum of a district's property tax infrastructure capacity per pupil plus local option sales and services tax capacity per pupil. The property tax capacity is the sum of a district's levies under section 298.2 (physical plant and equipment levy) and 298.18 (bond levy) when the levies are imposed at their maximums. The sum of the maximum rates would be \$5.72 per \$1,000 taxable valuation. The local option sales and services tax capacity is calculated by assuming a tax rate of 1 percent. The Department of Education, in consultation with the Department of Revenue and Finance and the Legislative Fiscal Bureau, will annually calculate the sales and services tax capacity for each district. The Department of Education, in consultation with the Department of Management, will also annually calculate the property tax capacity for each district in the state.

MINIMAL LOCAL OPTION SALES AND SERVICES TAX REVENUES (F)**75 points**

Does the district receive funds from the local option sales and services tax for school infrastructure under Iowa Code Chapter 422E? ☐ yes ☐no

If yes, provide the estimated annual amount \$_____

Amount per budget enrollment \$_____

Districts that receive local option sales and services tax revenues that exceed the state average per pupil amount are not eligible. Also, districts that receive financial assistance under the Vision Iowa Program, other than the school infrastructure program, are not eligible.

NEED RELATED TO FIRE OR HEALTH SAFETY ISSUES (G)

75 points

1 Page

Is this infrastructure need directly related to fire or health safety issues? ☐yes ☐no

If yes, provide a copy in Appendix B of the state or local fire marshal's citation (not whole report) or evidence of consultation with the fire marshal related to the safety deficiency.

List the fire or safety needs that will be met in this project:

**NEED FOR REPAIR AS DETERMINED BY THE
INFRASTRUCTURE NEED SURVEY (H)**

50 points

(Page 1 of 2)

Describe the district's need(s).

- What were the needs that led to this project?
- How were the needs determined?
- How does this project alleviate the needs?

**NEED FOR REPAIR AS DETERMINED BY THE
INFRASTRUCTURE NEED SURVEY (H)**

(Page 2 of 2)

DISTRICT'S PREVIOUS EFFORTS (I)**50 points****(Page 1 of 3)**

Provide information on previous efforts to obtain school infrastructure funding; amounts, sources, and uses of funds currently available for infrastructure; and obligations against current and future revenues for infrastructure.

- A. Has the district attempted bond issues within the past five years (on or after July 1, 1996)? Attach a copy of each ballot in Appendix C.

Date	Percent of Yes Vote

- B. Has the district attempted the voter-approved Physical Plant and Equipment Levy within the past five years? Attach a copy of each ballot in Appendix D.

Date	Percent of Yes Vote	Levy Rate

- C. Regular Physical Plant and Equipment Levy.

Budget Year	Levy Rate
1997-98	
1998-99	
1999-00	
2000-01	
2001-02	

DISTRICT'S PREVIOUS EFFORTS (I)**50 points****(Page 2 of 3)****D. Amounts and uses of available school infrastructure funding.**

Current Financial Resources	Fund balance 7-1-01	Tax Rate	Income Surtax rate	Annual amount of dollars generated	Expiration date of levy, tax, or final year of bonded indebtedness	Are these funds Committed to other purposes? Yes / No *
Bonded Indebtedness						
Local Option Sales & Services Tax for School Infrastructure						
422B Local Option Sales and Services Tax						
Regular Physical Plant & Equipment Levy						
Voter-approved Physical Plant & Equipment Levy						
67.5 Cent Schoolhouse Levy						
TOTAL						

* If funds are committed, explain the purposes, amount, and length of time committed.

DISTRICT'S PREVIOUS EFFORTS (I)**50 points****(Page 3 of 3)**

E. Five-year school infrastructure expenditure history.

Provide a history summary of major school infrastructure projects for the past five years from the resources reported in D. Summarize expenditures by the categories shown.

Expenditure Category	Bonded Indebtedness	422E Local Option Sales & Services Tax for School Infrastructure	422B Local Option Sales & Services Tax	Regular Physical Plant & Equipment Levy	Voter-approved Physical Plant & Equipment Levy	Voter-approved 67.5 Cent Schoolhouse Levy
Purchase & Improvement of Grounds						
Construction of New, or Additions to, Facilities						
Purchase of Facilities						
Lease Purchase of Facilities						
Purchase of Equipment						
Lease Purchase of Equipment						
Retirement of Construction Debt						
Repairing, Remodeling or Reconstructing Facilities						
Energy Conservation						
Fire and Occupant Safety						
Chapter 28E Rentals of Facilities						
TOTAL						
GRAND TOTAL						

COMPREHENSIVE, DISTRICT-WIDE INFRASTRUCTURE PLAN (J)

40 points

(Page 1 of 2)

Does the district have a comprehensive district-wide infrastructure plan including a construction plan, a maintenance plan, and an operations plan? ☐ yes ☐ no

If yes, provide the date the plan was adopted by the board _____

Include an executive summary of the plans and describe how this project fits within the district's comprehensive plans.

Attach the plans in Appendix E.

LIKELIHOOD THAT THE DISTRICT WILL MAINTAIN FACILITY (K)

15 points

1 page

Describe how the district intends to maintain this facility, in good condition, as a result of receiving assistance under this program.

LOCAL MATCH (L)

Provide the following information on the sources of the local match that will be used for this project. No other state or federal funding may be used for this project.

PROJECT COST AND LOCAL MATCH REQUIREMENT

Total project cost \$_____ _____ Percent Local Match Required **

Local match \$_____ _____ Actual Local Match Percentage

**Obtain the local match requirement percentage from the Department of Education's Web site at <http://www.state.ia.us/educate/> (NOTE: this is the same match requirement as in the Vision Iowa Grant)

Grant amount requested \$_____

Local match requirement obtained at time of application? ☐yes ☐no

Local sources to fund this project	Amount of current levy resources/balance committed to this project	Date board initiated this project and committed this revenue source to the project	Plans to use new or expended levy or issue			
			Referendum date	Tax rate	Income surtax rate	Dollar amount of levy, issue, or donation committed to this project
New Bond Issue						
Local Option Sales & Services Tax for School Infrastructure						
Regular Physical Plant & Equipment Levy						
Voter-approved Physical Plant & Equipment Levy						
Donations						
Other Local Sources – Identify:						
Other Source – Identify:						
Other Source – Identify:						
Other Source – Identify:						
Other Source – Identify:						
Other Source – Identify:						
TOTAL						

BUDGET AND TIMELINE FOR THE PROJECT (M)**(Page 1 of 2)**

- Provide an itemized budget for this project.
- Report in whole dollar amounts.
- Give the estimated total project cost.

ITEMIZED BUDGET

Itemized Budget Costs	Total Project Cost
Architectural or Design	
Site Preparation	
Construction	
General	
Mechanical	
Electrical	
Structural	
Plumbing	
Fire Protection	
General Overrun	
TOTAL	

BUDGET AND TIMELINE FOR THE PROJECT (M)

(Page 2 of 2)

Provide a timeline for the project.

- Provide a start date.
- Project an end date.
- Provide the steps in the project and anticipated completion dates for each step.
- If the local match requirement has not been met at the time of the application, include steps in meeting the local match requirement in the timeline.